

UNITED STATES DISTRICT COURT  
EASTERN DISTRICT OF MISSOURI  
EASTERN DIVISION

_____	)	
Plaintiff (s),	)	
	)	
v.	)	Case No.
	)	
	)	
_____	)	
Defendant(s).	)	

NOTICE OF INTENT TO USE  
PROCESS SERVER

Comes now \_\_\_\_\_ and notifies the court of the intent to use  
(Plaintiff or Defendant)

\_\_\_\_\_  
(name and address of process server)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To serve:

\_\_\_\_\_ in the  
(name of defendants to be served by this process server)

above-styled cause. The process server listed above possesses the  
requirements as stated in Rule 4 of the Federal Rules of Civil Procedure.

The undersigned affirms the information provided above is true and correct.

\_\_\_\_\_  
(date)

  
\_\_\_\_\_  
(attorney for Plaintiff)

\_\_\_\_\_  
(attorney for Defendant)